



# FULTON COUNTY CONTINUUM OF CARE

## DEVELOPMENT COMMITTEE DESCRIPTION (Review and Rank Process)

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### **Fulton County Continuum of Care Committee Description: Development Committee (Rank and Review Process)**

#### **Purpose**

The Continuum of Care Development Committee coordinates and reviews the Continuum of Care application to the U.S. Department of Housing and Urban Development as well as other funding opportunities, program policies, and deliverables of the Continuum of Care.

#### **Coordination of Activities**

The committee works with the Fulton County Continuum of Care Board, other CoC committees, CoC stakeholders, and the Collaborative Applicant to develop, revise, and implement a ranking and prioritization process for new and renewal applications submitted under the Continuum of Care funding program or other coordinated funding processes (such as the Emergency Solutions Grant funding). The goal of the ranking and prioritization process is to consider the CoC's jurisdiction homeless program needs in conjunction with the funder-set priorities.

#### **Composition**

Members of the Ranking Committee (known as "Peer Reviewers") are community experts who are not CoC-funded agencies or those who are applying for new funding. Peer Reviewers are solicited annually through an application process. The Development Committee selects Peer Reviewers to review CoC and ESG applications from a database of qualified applicants. The Development Committee may invite subject matter experts to assist the committee with their expertise in reviewing and ranking funding applications or other relevant skills and experiences.

#### **Responsibilities**

The responsibilities of this committee include:

1. Reviewing, scoring, and ranking new and renewal projects that will be submitted during a coordinated funding process;
2. Determining which applications can be received for consideration for a funding process;
3. Selecting the applications being submitted for funding;
4. Ensuring that no members have conflicts of interest which might impact the proposed resource allocations;
5. Ensuring that coordinated funding processes work to maximize the available resources to meet the priorities of the Fulton County Continuum of Care; and,



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#### Process

1. Development Committee Members and Peer Reviewers are selected from members who are not recipients and or applicants for Continuum of Care or Emergency Solutions Grant funds.)
2. The Collaborative Applicant (CA) provides training to the Peer Reviewers on the review and ranking process.
3. Review committee members are provided with the scoring tool and information for all new and renewal applications.
4. Members of the review committee review all applications.
5. After reviewing of applications, members of the review committee return a score sheet with comments for all applications to CA.
6. CA reviews scoring sheet and enters scores on ranking sheet.
7. CA presents ranking sheet to Development Committee for review and discussion.
8. The Development Committee review and recommend applications to the CoC Board for approval.
9. CoC Board review and approve the recommended applications.